



# Town of Georgetown

# MINUTES

Committee: Finance and Advisory Committee

Date: January 13, 2021

Time: 7:00 pm

Location: Video Conference due to Pandemic

Members & Staff present: Sheila Ruth (Chair), Wayne Snow, Steve Epstein, , Alicia Raspa, David Harris, Michael Farrell, Mary McMenemy. Quorum obtained.

Members not present: Eric Burton

The meeting was called to order at: 7:10 pm.

Remarks from Sheila Ruth, Chair, regarding budget season, with goals for the upcoming year to not raise taxes and to not lay off employees

The governor's order regarding the suspension of the open meeting law was read.

Minutes from the November 12, 2020 Meeting were reviewed and approved with no adjustments.

**Motion to approve made by Steve Epstein**, Second Alicia Raspa. Roll call vote: Steven Epstein yes; David Harris yes; Alicia Raspa yes; Sheila Ruth yes; Wayne Snow yes.

## MEETING MOTIONS / ACTIONS AND SUMMARY OF DISCUSSIONS:

### **OLD BUSINESS**

#### **Update on Finance Committee vacancies:**

We have one remaining seat vacant and would like to fill as soon as possible.

### **NEW BUSINESS**

#### **Committee Updates:**

- **School Committee (liaison) – Alicia Raspa, Wayne Snow alternate**
  - No update, meeting scheduled for Friday January 8, 2021 but there has been no contact from the school committee
- **Community Preservation Committee (CPC) – Steve Epstein**
  - Steve Epstein has attended 3 meetings and prepared remarks about concerns about anomalies in the Community Preservation Act and the subsequent amendments. Mr Epstein recommends re-adopting the Community Preservation Act. Mr Epstein also recommends that the Finance and Advisory Board and the Capital Improvement Planning Committee review the projects recommended by the CPC and make recommendations on the CPC to Town meeting. These remarks have also been shared to the Chair of the CPC and to the Town Selectmen.
- **Capital Improvement Planning Committee – David Harris**
  - No updates, Dave has not been contacted.
- **OPEB Trust – Sheila Ruth**
  - No updates, there have not been any meetings

Discussed need for certain members to be appointed to committees.

Discussion of costs of recent retirement of Sargeant DeFeo.

New projection for OPEB Trust expected to be calculated in the spring.

**COVID-19 Matters (CARES Act Receipts and Costs expended and anticipated related to pandemic response)**

- Received 2 rounds of CARES \$34,288 June 30 and 12/24 for \$672,368 for a total 706,656 received so far from CARES.
- FEMA 12/11 covered first funding that was submitted \$21,361.72 for expenditures in FY20
  - Used operating funds to cover those costs in FY20 and that money will go back into the General Fund. The difference in the expenditures of about \$40k will come out CARES money which will also be allocated to the General Fund.
- The town has requested 4 rounds of FEMA reimbursement, not sure where submissions 2-4 stand. Mary does not expect a lot of reimbursement from FEMA for expenses incurred after September 15, the logic is that COVID is no longer an “emergency” as it is no longer unknown.
- The town has spending of \$661,695.50 so far for FY 2021. There are another \$18,000 in expenditures in school stipends that CARES allows but has not been included in that number.
- We are not sure if unemployment costs will be reimbursed. We expect to have better understanding of FEMA numbers later in the budget cycle.
- We will not be reimbursed for the tractor purchased to sanitize the fields (\$43,561.95).
- Detail of COVID expenditures was provided to the Advisory Board.

**Upcoming Budget Cycle**

- Estimated revenues for FY 2021 is \$31,45,269. We have received \$14,837,193 to date. This includes 49% of real estate taxes, which are on track.
- Motor vehicle excise taxes are concerning. We send out large commitments in March (FY 2021 commitment will be sent in March 2021). If the trend continues, there could be a big deficit in this line item.
- Licenses and permits also down
- \$52k received in one quarter’s cannabis excise tax that is not budgeted. However, 35% will go to the stabilization fund and 35% to the capital fund per a previous vote by the town.
- State aid is level funded from last year and has been finalized.
- Medicaid reimbursement is significantly increased over last year, but FY20 was an anomaly. The school submits for reimbursement so Mary does not have details.
- Expenditures are in line with expectations
- Snow and ice removal is the wild card but we have \$15k remaining in the budget.
- For FY2022, we will probably have to underestimate revenue. Departments are filling out cleargov now.
  - Union employees have a 2.5% salary increase and we typically match non-union.
  - Need to level fund purchased services.
  - Departments may need to cut.
  - Consider if there is anything we can live without for now
  - Expect state budget on January 21.
- Scheduling for budget departmental meeting – Mr. Snow suggested pushing until later in the year after the departments have had a chance to put their budgets together and we can review.
  - Need to consider how to do remotely
  - Budgets due by January 20, Mike tries to have by January 31.
  - The Advisory Board will review by February 10 in ClearGov
  - Will allow for any departments who want to address the Advisory Board via regularly scheduled meetings or a special meeting as determined necessary.

**Items not reasonably anticipated by the Chair 48 hours in advance of the meeting:****LIST OF DOCUMENTS AND OTHER EXHIBITS USED AT MEETING:**

- COVID Receipts and Expenditures (various schedules)
- December 2020 FY21 Revenue
- YTD Budget FY21 December 2020
- Comments by Sheila Ruth
- Comments by Steve Epstein

Documents and Other Exhibits used at meeting will be available for review at: Town Accountant’s Office  
(Office)

Meeting was adjourned at: 8:32 pm ***Motion to adjourn made by Wayne Snow***, Second: Steve Epstein. Roll call vote:; Steven Epstein yes; David Harris yes; Alicia Raspa yes; Sheila Ruth yes; Wayne Snow yes.

**NEXT MEETING:**

Date: 2/10/2021  
Time: 7:00 PM  
Place: Bluejeans

Respectfully submitted,

Chairman: \_\_\_\_\_  
(Signature)

Minutes approved by Committee on: \_\_\_\_\_  
(Date)